

Draft MINUTES of the Ordinary ROWDE PARISH COUNCIL MEETING
Held on Wednesday 12th September 2018, 7.30pm, at Rowde Village Hall


PRESENT: J Hawkins (Chair), B Bentley, J Dalley, P Lucas, C Stevens, I Whittaker-Axon,		
1.	Apologies & Acceptance of Apologies: L Wills, S Mundy Present: Cllr L Mayes	
2.	Register of Members' Interests B Bentley registered an interest in the Malthouse Farm planning application, item 8 J Hawkins registered an interest in the Rowdey Cow planning application, item 8	
3.	Chairman's five minutes The Chair welcomed PCSO Georgie Dodds, & Cllr Laura Mayes to the meeting.	
4.	Public Question Time <ul style="list-style-type: none"> Thanks were given to Councillor Mayes for attending the Parish Council meeting in the absence of Cllr Cuthbert. It was asked how long the substitution will be taking place and why it has taken so long for Wiltshire Council to provide a deputy. A complaint was made about the appearance of the Village, in particular with regards to the Hill. The Parish Council was told that it was not adequate to just weed and feed the Hill. A further complaint was made about a house on Cock Road which has an untidy front garden. The Clerk confirmed that the Parish Council did not pay anyone to remove the felled trees but that a volunteer came forward to remove the bulk of the debris. It was suggested that Aster is contacted to discuss the case further to see what support they can give to the tenant. I Whittaker-Axon will discuss the matter with the tenant. There were complaints about the weeds growing in the kerbs along the High Street and Devizes Road. The Clerk will ask the Parish Steward to clear these areas. A complaint was made about the condition of the planted tyres on Marsh Lane, near to Furlong close. C Stevens has volunteered to replant these tyres. It was noted that on the corner of the High Street by Slade Garage, it is dangerous to cross into Close Lane due to overgrown hedges. It was also commented that the hedge opposite could be cut back as it is contributing to the narrowing of the road in that area. A response was given to say that there is a problem with the bank sinking down and encroaching onto the road. Discussion followed in general about the condition of the pavements towards Rowdeford School (they are too narrow and not maintained); the speed of traffic entering the village (it is too fast) making it very difficult to cross the road near Rowdeford School, and overgrown hedges (making visibility difficult). It was proposed that the Parish Council makes a new application to the Community Area Transport Group (CATG) for a solution to be sought to the whole area: pedestrian issue, speeding, visibility, dangerous turns. Road calming measures have been effectively introduced in Seend and Market Lavington. Similar measures could be possible in Rowde. Details were given on the Community Pay back scheme, where workers could be deployed to carry out work around the village. It was noted that Poulshot 	Clerk I.W-A Clerk CS

	<p>Parish Council use this service. Further details will be sought about the cost involved.</p> <ul style="list-style-type: none"> • A resident raised concerns about the condition of the facilities for young people in the village. It was suggested that the pavilion could be repaired using the Community Payback Scheme; a cricket pitch could be marked out for example. There is potential to improve the site as it is. It was asked if the Pavilion should be cordoned off. The Parish Council has arranged for warning signs to be put up around the pavilion, warning children to not enter or play on the building. • PCSO Georgie Dodds, who covers the Devizes Rural area, introduced herself to the meeting. The local priorities include monitoring for signs of hare coursing and dwelling burglaries. Everyone is encouraged to revise their home security and beware of leaving their sheds open. 	
5.	<p>Wiltshire Council Update</p> <p>Update from Area Board meeting on 16th July 2018.</p> <ul style="list-style-type: none"> • Simon Fisher is the new Town Clerk for Devizes. • Devizes Town Council are planning lots of events to commemorate the end of World War I; visual arts; participatory activities. They are aware that other organisations are planning their own events and would like to collate the details of all of the events that are taking place. <ul style="list-style-type: none"> ➤ There is a commemorative tree planting scheme taking place. The aim is to plant 10,000 trees which equates to the number of soldiers from Wiltshire who died in WW1. There will not be a central woodland; trees will be dotted around. A grant has been received from the Woodland Trust. • Parking in Devizes: three meetings have been held between Wiltshire Council and Devizes Town Council. Some short and some longer term suggestions are being looked at. • Wiltshire Council has stated that air quality in Devizes has improved. Shane's Castle area is now beneath the recommended threshold for safe air levels. It has been suggested that this is due to the effect of hybrid/electric vehicles being used more. <p>Update from Cllr Mayes</p> <ul style="list-style-type: none"> • Cllr Mayes confirmed that she is deputising for Cllr Cuthbert in her absence. • Cllr Mayes gave an update on the ongoing roadworks on London Road, Devizes. The roundabout at the junction with Windsor Drive will be replaced with traffic lights. It is intended to dramatically increase the flow of traffic leaving Devizes in the mornings and thereby improve air quality. Delays have been caused by the discovery of soft land which has meant that excavations had to be made deeper, and a gas pipe was discovered that did not appear on the plans. The roadworks are due to finish at the end of September. • Recommendations for the future of Special Schools in the north of the county will be presented to Cabinet in September 2018. Wiltshire Council has received 850 responses to the consultation. • There is an ongoing electoral review taking place in Wiltshire. Wiltshire Council was formed ten years ago and over that time some areas have doubled in size. Councillors are required to cover a specific number of residents so there may be some changes in local wards. It was been agreed by 	

	<p>the Boundary Commission that the number of Councillors in Wiltshire should stay at 98. A draft paper will be ready by December 2018.</p> <ul style="list-style-type: none"> • Cllr Mayes confirmed that Wiltshire Council has contacted landowners along Conscience Lane and asked for them to cut back their hedges. This will be completed in the next two weeks. • Concern was raised by residents and the Parish Council about pedestrian safety on Caen Hill and also along Devizes Road towards Dunkirk Hill. 	
6.	<p>Agree the minutes of the Parish Council meeting on 16th July 2018.</p> <p>The minutes are accepted as accurate: proposed by I Whittaker-Axon, seconded by B Bentley. All Councillors who were present were in favour of accepting them as a true record.</p>	
7.	<p>Matters arising & actions from the Parish Council meeting held on 16th July 2018.</p> <ul style="list-style-type: none"> • The Clerk has contacted Rigg Construction and asked for them to remove their directional worksite signs. Rigg Construction has agreed to do this. • The Clerk has purchased a new litter bin for the Hill and contacted Wiltshire Council about moving the current bin located at the junction of Cock Road with the High Street. • The Clerk has contacted Wiltshire Council and they are able to loan hi-vis jackets for community clean-up days. 	
8.	<p>Planning Matters – Planning Applications</p> <ul style="list-style-type: none"> • 17/08775/FUL - Malthouse Farm, 1 Bunnies Lane, Rowde, SN10 2QB. Hybrid planning application to develop on land. Comments until 12th September. <ul style="list-style-type: none"> ➤ The Clerk has spoken with the Planning Officer about the application and the revisions to the application include reducing plot 5 to be a single storey dwelling. It was noted that the height for plot 5 is stated as 5.4 metres which is higher than a standard single storey building. ➤ The importance of it being a hybrid application was noted by a member of the audience. The application is an outline application for three buildings, and full planning application for the change of use of the retained buildings to form three market sector dwellings. ➤ The Parish Council did not have further comments to make on the application. It has already commented on the previous hybrid application. The Parish Council will re-iterate its previous comments to Wiltshire Council. • 18/07388/FUL: The Nook, High Street, Rowde, SN10 2QF: to erect first floor balcony to existing bedroom on front elevation. Change bedroom window to doors and insert small dormer. Comments until 26th September 2018. The Parish Council had no objections to the application. • 18/08287/FUL: Lower Farm, Rowdey Cow Cafe, Devizes Road, Rowde, SN10 2LX: conversion of redundant farm building into 2 retail units. Construction of timber frame 'gazebo' to play area. Comments until 4th October 2018. <ul style="list-style-type: none"> ➤ A resident noted that a previous application for retail units at the Rowdey Cow had been rejected. ➤ A question was asked about what the units will sell, as there is a perceived threat to business of the Village Shop. ➤ The Parish Council did not object to the application. 	
9.	<p>Village Safety</p> <p>Updates on request to the Community Area Transport Group (CATG)</p>	

	<ul style="list-style-type: none"> Request for Horse Riding warning signs for Conscience Lane. Wiltshire Council has reported that it will cost £500 to install these signs. The Parish Council did not want to proceed with this request at this time, due to work that is proposed for the footpath in Tanis. Devizes Town Council are considering the request to put a 'No Left' turn from Bath Road onto Dunkirk Hill, and likewise a 'No Right' turn from Dunkirk Hill onto Bath Road Springfield Road – problem with access to resident's drive. CATG has notified the Parish Council that if the resident wants to have a dropped kerb, they will need to go through the planning process to apply. Clerk to notify the resident. 	Clerk
10.	<p>Policy Review</p> <p>Further policies regarding changes in the Data Protection Act (GDPR) were proposed:</p> <ul style="list-style-type: none"> Privacy notice for Allotment holders Privacy notice for new Councillors Privacy notice for e-mail contacts. <p>These policies were proposed by I Whittaker-Axon, seconded by C Stevens. All Councillors were in favour of adopting them. The Clerk will put the policies on the website.</p>	Clerk
11.	<p>Village Appearance</p> <p>The role of the Parish Council in maintaining grass verges along the Common</p> <ul style="list-style-type: none"> The Parish Council registered a charge on land along the Common in 1968, after the Commons Registration Act. A farm has been given grazing rights over the whole of the Common. The area that covers the wild areas/lower reaches of the Common (from Rainbows End to Stovey Croft) is considered to be a rich unimproved grassland habitat and the following wildlife species have been spotted there: Birds Foot Trefoil (wild flower), Common Spotted Orchid, Pyramid Orchid, Common Blue Butterfly, Small Copper Butterfly, Barn Owl. It has been brought to the Parish Council's attention that this area is being mowed without mowing rights having been established. This process is destroying the natural habitat and endangering species which have been spotted there. It was proposed that the Clerk writes to neighbouring properties to ask if they can work with us to maintain the area, with regards to frequency of cutting; timing of cutting and whether the cut grass needs to be picked up. It was also proposed that the Parish Council should take steps to own the area if possible. The Clerk will contact Jenny Rowe, Estates Department at Wiltshire council in the first instance to clarify ownership, and therefore, overall responsibility for the land. <p>Plans for the Village Christmas Tree</p> <ul style="list-style-type: none"> I W-Axon has kindly donated a tree to be used as the Village Christmas tree this year. It has been suggested that the tree is sited on the Hill this year. The Clerk has been asked to source LED lights which can be powered from a 12 volt car battery which will be sited on the Hill. It is proposed that the grass is dug up and a box dug into the ground. A question was asked about whether the existing lights could be used. The answer was no, as the Parish Council would like to run LED lights off a 12volt battery, rather than use mains electricity. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<ul style="list-style-type: none"> The Clerk will contact the Youth Council to ask whether they would like to be involved in putting up the tree again this year. 	
12.	<p>Highways Update on proposal to create a footpath in Tanis.</p> <ul style="list-style-type: none"> After feedback from the residents' survey, a proposal is being formed to be submitted to the Community Area Transport Group for approval. The proposal will go forward with two options: one will be road based and one will be field side. It will be essential to obtain funding through the CATG group, and also Aster Housing Association. 	
13.	<p>Large Playing Field</p> <ul style="list-style-type: none"> A wasps' nest at the Jubilee Gate entrance to the large playing field was treated in the early summer. A dead fox was removed from the playing field. 'The Party in the Barn' fundraiser organised by Cllr Dalley was a great success and it raised some money for the development of the pavilion. Thanks were given to John Dalley, Jim Butler for providing the location. Thanks were also given to John Butler, Dee Harris, Lisa Wills & family, Gavin & Jane Moss, Mark Clarke, Lucee Retebaca, Hayley, Eddie the disco man, and Darren Worrow for promoting the event. Compliments were made about the evening and it is hoped that it can be repeated next year. It was proposed that the proceeds are ring-fenced for the pavilion by the Parish Council. 	
14.	<p>Allotments Update Update on water supply problems over the summer</p> <ul style="list-style-type: none"> There was no water on the allotments site between 15 – 21 August 2018. Upon investigation by Wessex Water, it was discovered that the water meter sited on Marsh Lane, near to the stables had been switched off. The meter had also been damaged. Wessex Water will replace the meter. The Clerk has written to the owners of the stables to notify them of the location of the meter. It was agreed for the Clerk to put a laminated notice inside the meter with contact details in case of an emergency. <p>Archery bolt</p> <ul style="list-style-type: none"> An archery bolt has been discovered on the allotments. The Clerk will speak with the Archery Instructor to find out if it belongs to him. 	<p>Clerk</p> <p>Clerk</p>
15.	<p>Village Events Update on the plans to commemorate the end of World War I</p> <ul style="list-style-type: none"> Representatives from the Parish Council, Rowde Primary school & St Matthew's Church have met again to discuss the plans to commemorate the end of World War I The Primary School will paint red and black pebbles to place on the Hill for Remembrance week. It was proposed that the Parish Council will cover the cost for the pebbles, brushes & paint. The Clerk will discuss plans to purchase the pebbles with L Wills. The pebbles will be placed on the Hill on Sunday 21st October 2018, from 1pm – 4pm. Prior to this some turf will be removed from the Hill in order to keep the pebbles in the shape of a poppy. 	Clerk/LW

	<ul style="list-style-type: none"> • A request was made for anyone who owns a jigsaw to cut out a silhouette shape of a soldier to place around the village. J Bawden has a template which can be used to cut around. • There was a reminder for everyone in the village to make their poppy for the poppy trail. • The Clerk will order a wreath for the Parish Council to lay on the war memorial on Remembrance Day. 	Clerk
16.	Facebook Update <ul style="list-style-type: none"> • There were no updates 	
17.	Financial matters & monthly invoices for July (total £1,753.89) & August (total: £1,788.79) Cheques for the invoices were proposed by C Stevens, seconded B Bentley. All Councillors were in favour. July invoices breakdown Admin costs: £1,052.13 Grounds maintenance: £511.55 Water rates – allotments: £190.21 Total: £1,753.89 August invoices breakdown Admin costs: £1,198.34 Grounds maintenance: £541.80 Trophies – allotments; Pavilion signs: £211.55 Total: £1,951.69 In addition, to the invoices presented to the Parish Council for payment, it was agreed at the meeting to pay the Village Hall for the meeting room hire for the Parish Council meetings (£82.50), plus payment to Kennet Sign & Display (£112.80) for signs for the pavilion. These payments are included in the costs above.	
18.	Correspondence <ul style="list-style-type: none"> • B Bentley submitted his resignation to the Parish Council. Ben was thanked for all of his hard work and contributions to the Parish Council over the years. The Parish Council wishes Ben well in all his future endeavours. 	
19.	Date of next meetings  Next Parish Council meetings will be held on Wednesday 10th October 2018, at 7.30pm and on Wednesday 14th November 2018, at 7.30pm in the Village Hall.	

A reminder that all requests for work/or goods should be presented to the relevant Committee first for authorisation.

Signed:

..... Chairman Date: